DESK GUIDE

for

Individual Repair Parts Ordering Data (IRPODS)

IRPODS

DSCR FOCAL POINTS

NAME	TITLE	OFFICE	PHONE
AL SANDLIN	IRPOD MONITOR	VGB	4098
KAREN ELLIS	PROCUREMENT POLICY	KLC	6049
THOMAS McELWEE	PACKAGING	VBC/HTIS	4788
GEORGE MASON	PACKAGING /QUALITY POLICY	VGA	3014
TONY KEMP	WSPOC for NRP	XBE	3674

IRPODS

BACKGROUND

- IRPOD NSNs have a need for specific technical data to be defined.
- Purpose is to ensure the items receive special quality attention.
- IRPODs incorporate special performance parameters / packaging criteria
- IRPOD document contains the special technical data / instructions
- IRPIL (Individual Repair Part Issue List) lists IRPOD NSNs
- The IRPOD document is not to be sent to the supplier. Sections of the IRPOD document that can be forwarded to the supplier are included in the Production Standard.
- The Production Standard is prepared by the DSCR QAS.

IRPODS

IRPOD DOCUMENT

5 SECTIONS

- **ADCA** (Additional Data For Contracting Agency) - Not to be sent to the Supplier.
- **Revision Record Page** - Not to be sent to the Supplier.
- **Mandatory Inspections** - Not to be sent to the Supplier. Include this data in a QALI.
- **Individual Repair Part Ordering Data** - This section is to be included in the Production Standard (Form 6).
- **Additional Ordering Requirements** - Usually a subset of the Individual Repair Part Ordering Data. This section is to be included in the Production Standard (Form 6).

IRPODS

DSCR IRPIL

DESCRIPTION:

- IRPILs are normally issued bi-monthly, during the even-numbered months.
- Almost 10,000 NSNs Listed on the current IRPIL for DSCR.
- About 5% of the NSNs on the IRPIL are “ACTIVE” NSNs - May require a Production Standard
- “ACTIVE” NSNs are identifiable by the following IRPIL “Comments”:

  IRPOD ON FILE

  IRPOD WILL BE ADDED TO FILE

  IRPOD TO BE PREPARED ON REQUEST
  HARDCOPY IRPOD
- IRPOD MONITOR prepares a list of “ACTIVE” IRPOD NSNs for each IRPIL, sends to Technical Leads of each affected PC, for dissemination to PC personnel.
- Contact the IRPOD Monitor for assistance in obtaining IRPODs for NSNs having the following “Comments”: IRPOD WILL BE ADDED TO FILE, IRPOD TO BE PROVIDED ON REQUEST, and HARDCOPY IRPOD.

IRPIL LOCATION:

- http://elknet.dscr.dla.mil/rzs/rzshome.htm or
- http://dscrwww/vg/IRPOD.htm

IRPODS

ACCESSING the IRPOD DOCUMENT

http://elknet.dscr.dla.mil/irpod/irpod.html

WINDOWS 2000:

To Establish a shortcut for your Desktop:

From **Internet Explorer**:

- type in the address: http://elknet.dscr.dla.mil/irpod/irpod.html
- choose **file, send, shortcut to desktop**
- (re-name the icon by right-clicking, if you want)

If you do not choose to have the shortcut, just type in the above address.

The IRPOD page will come up:

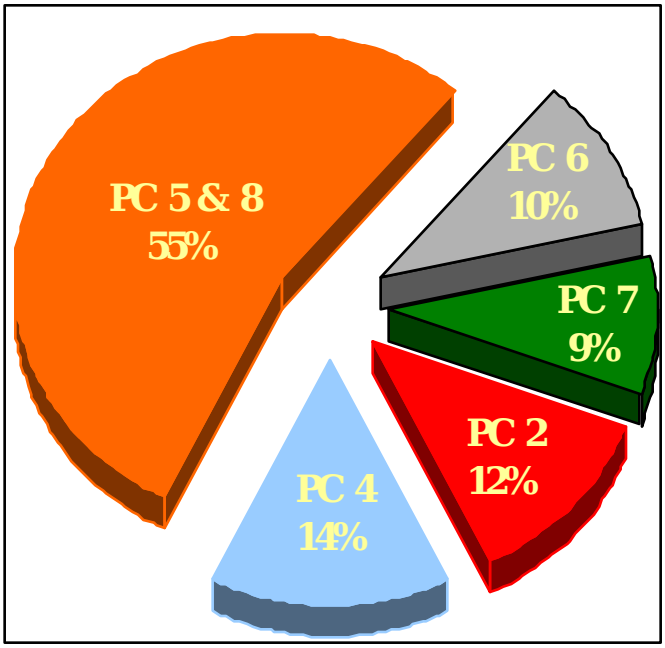
- click **here** to be redirected to the VGB IRPOD web page. (wait 30-60 seconds)
- Select the **https://logistics.bpmionline.net/ecommerce/**
- Enter your log-on and password to Enter the BPMI IRPOD database

(To obtain access, instructions are cited below the link on the VG IRPOD web page)

On occasion the BPMI IRPOD site is down or your password will expire without notice. In the event of either of these circumstances or for any reason that the links do not work, notify the the IRPOD Monitor, AL Sandlin x4098 or e-mail robert.sandlin@dla.mil and the IRPOD will be obtained for you.

IRPODS

DSCR DISTRIBUTION OF ACTIVE IRPOD NSNs
by PRODUCT CENTER



IRPODS

PRODUCTION STANDARD (FORM 6)

A PRODUCTION STANDARD IS REQUIRED WHEN ALL 3 OF THE FOLLOWING CONDITIONS ARE MET:

•NSN is on the current IRPIL

•IRPIL "COMMENT" for the NSN is either:

IRPOD ON FILE

IRPOD WILL BE ADDED TO FILE

IRPOD TO BE PREPARED ON REQUEST

HARDCOPY IRPOD

•All paragraphs within the INDIVIDUAL REPAIR PART ORDERING DATA section of the IRPOD document are **not** "intentionally left blank."

REVISION TO AN EXISTING PRODUCTION STANDARD, FORM 6

IS REQUIRED WHEN:

•The IRPOD document revision number changes**.**

Once the Production Standard has been approved, it is scanned into JEDMICS. The contractor can order the Production Standard from TDMD through the Master Solicitation website.

BLANK FORM LOCATION:

FormFlow Form: Ds0006.frz

IRPODS

PRODUCTION STANDARD (FORM 6)

IRPOD "BID SET":

This term refers to the Production Standard, Form 6 and/or an OEM drawing. This term does not refer to a Technical Data Package Listing, DSCR Form 924.

EFFECTIVE DATE:

Production Standards are normally prepared just prior to the origination date of a purchase order. Several cases have been noted where a substantial time period passed between the origination of the purchase order / Production Standard and the solicitation / contract award date. Once a Production Standard is prepared for a given procurement, it is always acceptable for that procurement - even if a new IRPOD document revision number has been created by NAVICP prior to contract award date. For subsequent procurements, the Production Standard should be updated as dictated by the IRPIL / IRPOD document current at that time.

ERRORS in the IRPOD:

Occasional errors have been found in the IRPOD documents. For example, an IRPOD may require use of a cancelled specification. When these errors are found, **e-mail** a description of the problem to the IRPOD Monitor. IRPOD Monitor will coordinate resolution with NAVICP.

PRODUCTION STANDARD

PRODUCTION STANDARD REVISION NUMBER. USE "BASIC" FOR FIRST FORM 6, "A" FOR SECOND, ETC.

NOT PUR OPE OBL FUR NOT OR MAY THE ONS, OR OTHER DATA ARE USED FOR ANY ELY RELATED GOVERNMENT PROCUREMENT BY INCURS NO RESPONSIBILITY NOR ANY GOVERNMENT MAY HAVE FORMULATED, NOR CONVEYED IN ANY MANNER LICENSING THE HOLDER NG ANY RIGHTS OR PERMISSION TO N THAT MAY IN ANY WAY BE RELATED

REVISIONS			
SYMBOL	DESCRIPTION	DATE	APPROVAL
A	[redacted]	8/9/00	MAR

INITIALS

INDIVIDUAL REPAIR PARTS ORDERING DATA

FROM IRPOD HEADER

SI NUMBER:	C13LADB02
PLISN:	A0086
ITEM NAME:	CONNECTOR CARD ASSY

TO BE IN ACCORDANCE WITH REVISION:	ORIGINAL	OF (O,M/CAGE)	EATON NAVY CONTROLS DIV (CAGE 02750)
DWG/CAT NUMBER	KWD354	PIECE	5

AND THE FOLLOWING REQUIREMENTS:

FROM SECTION 2 OF IRPOD DATA

DATE CHANGES AT EACH REVISION OF THIS PRODUCTION STANDARD

1.0 SCOPE

THIS IRPOD PROVIDES THE REQUIREMENTS FOR A REPAIR PART CONSISTING OF ONE PIECE.

2.0 LIST OF APPLICABLE DOCUMENTS

IF A SUPPLIER QUOTES TO A LATER REVISION OF THE DRAWING (OR CATALOG ITEM) THAN S E SHALL INCLUDE TWO (2) COPIES OF THE REVISED DOCUMENT AND AN EVALUATION OF THE INTER

THE FOLLOWING DOCUMENTS AND CHANGE DATA ARE APPLICABLE TO THE EXTENT SPECIF OTHER DOCUMENTS INVOKED BY THIS IRPOD. CONTRACTING AGENCY APPROVAL IS REQUIRED TO USE EARLIER SPECIFICATION VERSIONS THAN THOSE LISTED HEREIN EXCEPT AS IDENTIFIED BELOW. IF NO DOCUMENT VERSION IS LISTED, THEN ANY VERSION OF THE DOCUMENT MAY BE USED.

RAW MATERIAL REQUIRED HEREIN MAY HAVE BEEN PROCESSED OR TESTED (FOR EXAMPLE, HEAT TREATED OR ULTRASONICALLY TESTED) AS REQUIRED BY THE RAW MATERIAL SPECIFICATION PRIOR TO RECEIPT OF THIS ORDER USING PREVIOUS VERSIONS OF PROCESSING OR TESTING SPECIFICATIONS. THIS PROCESSING AND TESTING NEED NOT BE REPEATED IF:

1. IT COMPLIED WITH THE APPLICABLE REQUIREMENTS OF THE PROCESSING/TESTING SPECIFICATION VERSIONS IN EFFECT AT THE TIME OF THE ACTUAL PROCESSING OR TESTING AND
2. ALL REQUIREMENTS OF THE RAW MATERIAL SPECIFICATION VERSION LISTED HEREIN HAVE BEEN SATISFIED.

SECTION 6.0 IDENTIFIES SPECIAL REQUIREMENTS FOR SUBMITTAL OF THE PROCEDURES USED FOR COMPLETED PROCESSING AND TESTING. ALL PROCESSING AND TESTING PERFORMED AFTER RECEIPT OF THIS ORDER SHALL CONFORM TO THE PROCESSING/TESTING SPECIFICATION VERSIONS LISTED E HER

MANDATORY, ALWAYS "A"

DISTRIBUTION STATEMENT A

DEFENSE SUPPLY CENTER RICHMOND
RICHMOND, VIRGINIA

TITLE: ITEM PRODUCTION STANDARD
5940-01-310-8538 — NSN

CREATED BY: QAS SIGN & DATE — DATE

REVIEWED BY: Supervisor Sign & Date — DATE

APPROVED BY: IRPOD Monitor Sign & Date — DATE

CODE IDENT. NO.: **13873**

STD. NO.: **R O # # # #**
2 ALPHA CHARACTERS FOLLOWED BY 4 NUMERIC CHARACTERS, **ASSIGNED BY IRPOD MONITOR**

DSCR FORM 6, 06/28/00 (EF)

PREVIOUS EDITIONS ARE OBSOLETE

IRPODS

CTDF OPTION A

- 1.B. **PKG = Y**
- 8. **TOR = E**
- 12. **CIC = Y**
- 15 & 16. **AMC / AMSC** updated to meet IRPOD requirements. Normally “3C”
  (Actual manufacturer / engineering source approval required)
- 21. **DWG = Y** if bidset is required
- 69. **SPC = 02** (should have been added by DSCR-RZS)

```
RPTR01A             ADDITIONAL DATA FOR CONTRACTING AGENCY            PAGE
1
SLDP ACTIVITY   E                                                     05/15/00
                        NOT TO BE SENT TO THE SUPPLIER
--------------------------------------------------------------------------------
-
NATIONAL STOCK NUMBER   ITEM NAME          SI         PLISN  PREV ID     REVISION
9G 5940-01-310-8538   CONNECTOR CARD ASSY C13LADB02 A0086  C13LACB-   0004172317

DRAWING PREPARER/MANUFACTURER               MANUFACTURERS PART NO./DRAWING NO.
RSP
EATON NAVY CONTROLS DIV DANBURY CT 06810  KWD354-5                          P
--------------------------------------------------------------------------------
-

925003      THE FOLLOWING IS/ARE THE QUALIFIED SOURCE(S) FOR THIS PART:

926902      MANUFACTURER(S)/PART NUMBER(S) ARE LISTED ON THE
            APPLICABLE DRAWING.

927069      THE PART MAY BE PROCURED FROM OTHER QUALIFIED SUPPLIERS THAT CAN
            COMPLY WITH ALL REQUIREMENTS INVOKED BY THE IRPOD. DESIGN AGENCY
            APPROVAL IS REQUIRED BEFORE A SUPPLIER NOT LISTED ON THE IRPOD
            DOCUMENT MAY BE SELECTED.
```

ITEM NAME

SI NUMBER 9 DIGITS

DWG/CAT NUMBER

PIECE

PLISN 5 DIGITS

DATE OF LAST IRPOD REVISION. GENERALLY ONLY 2-3 WEEKS OLDER THAN CURRENT IRPIL.

REVISION 10 DIGIT NUMBER Note : Newer Revisions of contain 14 digits use only the last 10 digits

THIS IS NOT THE REVISION LEVEL FOR THE DWG/CAT NUMBER

```
                              END OF ADCA

          THIS DOCUMENT IS SUBJECT TO SPECIAL EXPORT CONTROLS AND
          EACH TRANSMITTAL TO FOREIGN GOVERNMENTS OR FOREIGN
          NATIONALS MAY BE MADE ONLY WITH PRIOR APPROVAL OF THE
          COMMANDER, NAVAL SEA SYSTEMS COMMAND
            *** NNPI NOFORN ***
```

IRPODS

CTDF OPTION B

ITEM DESCRIPTION MUST CONTAIN THE FOLLOWING STATEMENTS:

- “IRPOD CRITICAL APPLICATION”
- “THIS ITEM TO BE PROCURED IN ACCORDANCE WITH RO#####”

THE FOLLOWING TABLES MUST BE INCLUDED:

- ZQA02 (should have been added by DSCR-RZS)
- A1082

NOTE: Keep the word “nuclear” out of the PID.

IRPODS

CTDF OPTION C

OPTION C:

ADD: Approved Sources as required

NOTE: Sources must be supported by either the IRPOD or a Form 339.

THE FOLLOWING TABLES MUST BE INCLUDED:

- ZQT02 (should have been added by DSCR-RZS)

RPTR01A ADDITIONAL DATA FOR CONTRACTING AGENCY PAGE 1
SLDP ACTIVITY E 01/14/02
NOT TO BE SENT TO THE SUPPLIER

NATIONAL STOCK NUMBER	ITEM NAME	SI	PLISN PREV ID	REVISION
9G 3110-01-027-6497	BEARING	C08UDGP00A0076	C020440	0010092250
DRAWING PREPARER/MANUFACTURER		MANUFACTURERS PART NO./DRAWING NO.		RSP
MRC BEARINGS JAMESTOWN NY 14701OWN NY		37ZZ		P

925003 THE FOLLOWING IS/ARE THE QUALIFIED SOURCE(S) FOR THIS PART:

947590 SKF P/N 627-2RS
NEW DEPARTURE P/N Z99037
FAFNIR P/N 37PP
NTN BEARING CORP. P/N 627LLU
HOOVER BALL AND BEARING 627DDCE1AB2

947022 FAFNIR BEARING CO. (21335), NEW BRITAIN, CONN.

947023 NTN BEARING (23803) CORP. OF AMERICA, ALBERTSON, N.Y.

947021 NEW DEPARTURE (43334), SANDUSKY, OHIO

947591 SKF IND. (52676) ALLENTOWN, PA

947592 HOOVER-NSK BEARING CO. (53035) ANN ARBOR, MICHIGAN

927069 THE PART MAY BE PROCURED FROM OTHER QUALIFIED SUPPLIERS THAT CAN COMPLY WITH ALL REQUIREMENTS INVOKED BY THE IRPOD. DESIGN AGENCY APPROVAL IS REQUIRED BEFORE A SUPPLIER NOT LISTED ON THE IRPOD DOCUMENT MAY BE SELECTED.

THIS IRPOD HAS A LIST OF QUALIFIED SOURCES. THESE SOURCES SHOULD BE ENTERED IN THE CTDF, OPTION C. OPTION C MUST BE REVIEWED AND UPDATED WITH EACH NEW FORM 6 REVISION.

IRPODS

CTDF OPTIONs D & E

OPTION D:

ADD THE FOLLOWING STATEMENT:

"CDTF UPDATED IN ACCORDANCE WITH IRPOD GUIDANCE"

OPTION E:

BID SET ITEM:

- RO#### must be coded D/B
- OEM drawing must be coded D/R

Note 1: Ensure that the information in Option E does not conflict with the information provided in the IRPOD.

Note 2: In the unlikely event that it is determined that an IRPOD NSN is fully competitive, ***and*** the IRPOD or a 339 supports the fully competitive status, the DSCR Form 924 (Technical Data Package Listing) should include the Production Standard Document (RO####) as one of the references.

IRPODS

CTDF OPTION K

NON BID SET ITEM:

- Navy IRPOD header primary reference number should be coded RNCC/RNVC 3/1
- Navy secondary reference numbers should be coded RNCC/RNVC 5/2

BID SET ITEM:

- RO#### drawing must be coded RNCC / RNVC “5/2”, DAC “A”
- Military specifications must be coded RNCC / RNVC “4/1”, DAC “E”

NOTE: QAS responsibility to submit Form 1685 as required. Indicate changes made per the above requirements and include the following statement in the “REMARKS” section of the Form 1685:

“IRPOD REQUIREMENTS”

Including the above statement will indicate to DLIS that statements regarding the IRPOD status of the NSN need to be added to the TIR. DLIS will add/update those statements as they work the Form 1685.

IRPODS

CTDF OPTION N

- Place of Inspection - PIC is “1” or “C”
- QCC - Quality Assurance Provision must be appropriate per requirements of the IRPOD
- QAC - “Y” until review is completed, then change it to “N”

IRPODS

CTDF OPTION P

NON BID SET ITEM:

- MIL-STD-2073 packaging update

BID SET ITEM:

- MIL-PRF-23199 or as required by IRPOD Data

UPON COMPLETION OF PACKAGING REVIEW:

- Notify Equipment Specialist that update is complete

IRPODS

QUALITY LETTER OF INSTRUCTION

REQUIRED WHEN:

- The Mandatory Inspection (MI) section of the IRPOD document contains inspection instructions.

QALI is NOT required if the MI section contains only the following statement:

"Government Source Inspection (GSI) is not applicable."

UPON CTDF UPDATES:

- Buyer must notify QAS of the award and request the QALI.
- QAS will finalize QALI in accordance with DLAI 4155.2 after contract award.
- QAS will enter QALI information in the QEP (SAMMS verb sqep).
- QAS will forward QALI to Buyer / DCMA requesting return receipt acknowledgement by DCMA and provide copy of QALI to contract administrator.
- QAS will forward a copy of QALI to IRPOD Monitor.
- Update QEP with QALI information.

DEFENSE LOGISTICS AGENCY
DEFENSE SUPPLY CENTER RICHMOND
8000 JEFFERSON DAVIS HIGHWAY
RICHMOND, VIRGINIA 23297-5100

IN REPLY
REFER TO

SAMPLE QALI

DSCR-xxx August 17, 2000

MEMORANDUM FOR DEFENSE CONTRACT MANAGEMENT AGENCY
BOSTON

SUBJECT: Quality Assurance Letter of Instruction (QALI)

Reference: Contract:
NSN:
Reference Number (P/N):
Drawing Number:
Nomenclature:

Contractor Reference: Contractor Name:
Contractor Address:
CAGE:

This Quality Assurance Letter of Instruction (QALI) is to provide technical guidance to Quality Assurance personnel assigned responsibility on referenced contract. This item is required to support the U.S. Navy Nuclear Reactor Program, Individual Repair Parts Ordering Data (IRPOD). Mandatory Inspection (MI) requirements exist which are outlined herein. Traceability of inspection requirements from award of contract to contract completion is mandated by U.S. Navy, NAVICP-M (HX).

The MI requirements for this item are as follows:
Certificate of Conformance (CoC) is not authorized.

DSCR requests an acknowledgement for this QALI be returned within 10 days of receipt to the undersigned.

Upon completion of QALI and contract acceptance, request signed copy of DD Form 250 be forwarded to the Procuring Contracting Officer.

Point of Contact is A. Technician, DSCR-???, DSN 695-3237, Comm. 804-279-xxxx, FAX 804-279-xxxx, or email: a.technician@dscr.dla.mil.

A. Technician
Quality Assurance Specialist

IRPODS

GENERAL PROCUREMENT INFORMATION

For Procurement questions not addressed herein, contact Gwen Pearson x4077.

- IRPODs are no longer subject to Export Control Certifications.
- Purchase Request PID should reference Production Standard with the following statement:

  "THIS ITEM TO BE PROCURED IN ACCORDANCE WITH RO####"

CONTRACTS MUST CONTAIN:

- The "CRITICAL APPLICATION ITEM" note in the PID.
- Inspection and acceptance at ORIGIN.
- IRPOD packaging instructions. i.e. MIL-PRF-23199
- IRPOD data in the PID
- APPROVED SOURCE

QALI (when required):

- Send request for QALI to QAS at time of award.
- Contract file should contain: DD250, completed Procurement Checklist

IRPOD APPLICATION CHECK SHEET

Return to IRPOD Monitor Al Sandlin, DSCR-VGB, x4098) when completed

NSN:	
Quality Assurance Specialist:	**Date:**
Packaging Specialist:	**Date:**
Supervisor:	**Date:**
Production Standard Number (RO####):	

CTDF	ACTION ITEM	COMPLETED
	Quality Assurance Specialist:	
	Receive MDWL and verify IRPOD requirements	
	IRPIL/IRPOD data verified on IRPOD listing on ELKNET	
	Data reviewed to determine Form 6 requirements (RO# drawing)	
Option A	CIC is "Y" and PKG is "Y"	
	AMSC updated to meet IRPOD requirements (Normally "C")	
	TOR is "E" (Updated to R)	
	DWG updated to "Y" if Bid Set is Required	
Option B	Item description updated to reflect : "IRPOD CRITICAL APPLICATION"	
	Item description updated to reflect : "IRPOD Procured IAW RO####'	
	Table ZQA02 must be referenced (normally loaded by DSCR-RZS).	
	Table A1082 must be referenced if a Production Standard (Form 6) is required.	
Option C	Add approved sources if required	
	Table ZQT02 must be referenced (normally loaded by DSCR-RZS).	
Option D	Annotate that the CTDF is updated IAW IRPOD Guidance	
Option E	Bid Set item:	
	RO# must be coded D/B	
	OEM drawing must be coded D/R	
	Drawings are listed in JEDMICS?	
	Bid Set established in JEDMICS?	
Option K	Non Bid Set item:	
	Navy IRPOD header primary Reference Number coded RNCC/RNVC 3/1	
	Navy secondary Reference Numbers coded RNCC/RNVC 5/2	
	Bid Set item:	
	RO# drawing coded RNCC/RNVC 5/2, with a DAC of “A”	
	Mil Specs coded RNCC/RNVC 4/1, with a DAC of “E”	
	IRPOD data forwarded to Packaging Specialist and history files completed	
	Form SF 1685 submitted as required.	
Option L	Synopsis updated as required	
Option N	PIC is "1" OR "C"	
	Appropriate QCC per requirements of IRPOD	
	QAC "Y" updated to "N" after review is completed	
	QALI finalized in accordance with DLAI 4155.2 after award of contract	
	QALI forwarded to DCMA and copy provided to the DSCR contract administrator	
	Copy of QALI forwarded to IRPOD Monitor	
QEP	QALI information entered in the QEP.	
	Packaging Specialist:	
CTDF Option P	Receive data from Equipment Specialist	
	Non Bid Set Item (No RO# drawing): MIL-STD-2073 packaging update	
	Bid Set item (RO# drawing): MIL-PRF-23199 or as required by IRPOD data	
	Notification returned to Equipment Specialist of completed update	
Remarks:		

DSCR IRPOD PROCUREMENT CHECKLIST

NSN: _____ PR#: _____ SOL #:_____

BUYER/CODE_____ Office Symbol_____ Phone_____

CO: _____ Administrator: _____ Phone_____

AWARD (CONTRACT) #: _____ Award Date: _____

ACTION	BUYER	SUPV	N/A
SOLICITATION:			
Ensure Acquisition Item Description in solicitation includes statement, "IRPOD CRITICAL APPLICATION ITEM".			
If an "ROXXXX" reference number is cited in the PID ("E" field of the CTDF), ensure a copy of the DSCR Form 6, Production Standard, is included in the file.			
Ensure solicitation requires Inspection/ Acceptance at Origin			
Ensure solicitation includes DSCR provision 252.211-7001, Availability of Specifications and DFARS Standards Not listed in DODISS/Data Item Descriptions Not Listed in DOD 5010.12-L and Plans/Drawings/and other Pertinent Documents (DPACS provision L12).			
Ensure solicitation **does not** include wording such as "Nuclear Propulsion" or "Nuclear Reactor".			
Ensure packaging requirements in solicitation are correct based on whether a Form 6 is or is not required:			
Form 6: packaging shall reference MIL-PRF-23199 or 23199/1			
No Form 6: packaging shall reference MIL-STD-2073			
AWARD:			
Ensure file is adequately documented to show awardee is an approved source, or in the case of a dealer, has traceability to an approved manufacturing source.			
Ensure award document identifies the CAGE code and part number awardee intends to supply.			
Ensure award requires Inspection and Acceptance at Origin, with Certificate of Conformance **not authorized.**			
Ensure file is adequately documented to show copy of award provided to QAS for issuance of a QALI to the DCMA.			
Ensure award document **does not** include wording such as "Nuclear Propulsion" or "Nuclear Reactor".			
Ensure front of award folder is marked with **"IRPOD".**			
Send a copy of this completed checklist and a copy of the Award to the IRPOD Monitor and to the Post Award Administrator.			
POST AWARD ADMINISTRATOR:			
Ensure copy of DD250, upon completion of DCMA inspections, is filed in the award file.			

Reminder: A copy of this checklist at each acquisition phase shall be completed and maintained in the contract file folder.

IRPODS

PROCESS SUMMARY: PRODUCTION STANDARD

- QAS determines Production Standard (Form 6) and QALI requirements.
- If a Form 6 is required, contact IRPOD Monitor for a Form 6 serial number (RO####).
- QAS prepares the Form 6. Both the Preparer and Supervisor sign the Form 6.
- QAS updates CTDF.
- QAS prepares Form 1685 as necessary.
- Packaging review is accomplished.
- QAS / Packaging specialist complete the IRPOD Application Checksheet. Forward to the IRPOD Monitor. QAS retains a copy of the checksheet.
- Forward Form 6 original, with signatures to IRPOD MONITOR for approval.
- QAS prepares the QALI if required.
- IRPOD MONITOR reviews / approves Form 6.
- IRPOD MONITOR forwards Form 6 to DSCR-VAA for scanning into JEDMICS.
- Buyer ensures that the contract is awarded to an approved source.
- At time of award, Buyer sends a Request for QALI and a copy of the contract to the QAS.
- QAS prepares QALI and enters QALI information in the QEP.
- QAS sends QALI to DCMA. Copy of QALI to IRPOD Monitor. Copy of QALI acknowledgement to contract administrator. Forward updated IRPOD Application Checksheet to the IRPOD Monitor.
- Contract Administrator places DD250, and Procurement checklist in the contract file.